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MEMORANDUM FOR THE RECORD

SUBJECT: Master Plan Weekly Review Meeting

1. The weekly review meeting for the Master Plan development was held in the office of Skidmore, Owings & Merrill (SOM), in Washington, D.C. on 2 October 1981. The following persons were present:

Walter Arensberg, SOM
James Rich, SOM
Alan Carroll, SOM
John Livengood, SOM
Ted Oldham, SOM (part-time)
James Peacock, SOM (part-time)
Elizabeth Scullin, JHK & Associates
Marsha Pruitt, GSA

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2. SOM presented a marked-up copy of the site plan indicating the extent of the model. The Agency approved the proposal, and it was agreed that the model would be constructed in one section rather than two.

3. Views of the three perspectives to be submitted in the final submission were discussed, and the following were selected.

a. One "bird's-eye" view showing the existing main entrance with the new building in the background. This will reinforce the design concept of keeping the existing building as the main Headquarters Building.

b. One special area "eye-level" view of the new building and the recontoured hill from near P&PD Building.

c. One special area "eye-level" view of the architectural connection between the new building and Headquarters Building from beyond the south loading dock.

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4. The cost estimator for SOM, James Peacock, reviewed the Agency's desired format and agreed to construct his estimate accordingly. The estimate will be broken down by construction trades for each of the following areas:

Main New Building
Reception Center
Power House
Utilities
Parking Structure
Scattergood-Thorne

SOM will submit a preliminary estimate on 9 October and a final estimate on 16 October.



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